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City of Newport Beach, CA  
**City Manager's Newsletter**

**TO:** Mayor Curry & Council Members  
**FROM:** Dave Kiff, City Manager  
**DATE:** December 12, 2010

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**Aviation Committee - this past Monday**

Monday morning's Aviation Committee meeting included a follow-up to "Flight Observation Day" the previous Friday, when Don Webb and I took different sides of the Bay (with about a dozen others) to try to see if flights are really overhead when you're at the edge of The Bluffs or in Westcliff. Some are, many are not. At the committee meeting, a few folks from Crystal Cove joined us to note their perception that flights are turning earlier and at less altitude, increasing the noise over Crystal Cove homes. Generally, once a flight leaves JWA, the FAA is in control (with great allowances to the pilot for plane safety). The earlier turn is likely a result of the carriers seeking greater time and fuel efficiency.

**Selenium**

Seems boring, I know. I ventured over to Irvine on Tuesday to participate with city managers and public works folks in a discussion about a proposal to construct a selenium removal project in Irvine. Selenium is naturally occurring in the area, but too much in the watershed (where water ponds, including San Diego Creek and Big Canyon Creek) is toxic to fish and birds. The Regional Board has directed very significant selenium removal over time, and this "Cienega" project is a large component of that. Problem is, it will cost \$20 million to build and probably \$300-400K to maintain each year. In tight budget times. The City's share of the cost is anywhere from a low of about \$190,000 to a high of \$1.5 million (in one-time cost). IRWD is proposing funding the M&O. This is a hard issue – the problem probably needs to be solved, but this is a bad time and the public will have a hard time seeing the benefits of it.

**Promontory Bay HOA**

At the invitation of the Tcazyks, I spoke at the annual meeting of the Promontory Bay HOA on Wednesday night. They left me with a good list of follow-up issues to try and resolve, a number of which Council member Selich had previously spoke about. One concern we see in about 5 places around town, including Harbor Island Drive, is abandoned and foreclosed buildings. We don't have the problem that, say, Moreno Valley has, but it remains confusing and frustrating to our residents how we can just let a property sit in a half-constructed state indefinitely. On the other hand, I don't see us ever getting into the "let's bulldoze a house on private property" business. We make sure the bank wraps it up tightly with a fence and keep the area fire safe.

**OC Marathon**

Staff has been spending some time working with the organizers of the OC Marathon to consider a re-worked route, even this late in the game. The problem is that re-using the Back Bay Drive section of the 2010 route has been strongly discouraged by US Fish and Wildlife Service. They are concerned about impacts to nesting birds. An alternate route would go by Dover and Santiago and the west side of the bay, but would impact residents more. The Marathon will be communicating with area residents there to gauge concerns if the route were to move in that direction.

**Upcoming Council Meeting**

Remember that we start at 5:00 p.m. with Regular Session. By 7:00 p.m., we hope to be ready to make the transition from the 2009-2010 Council to the 2011-2012 Council.



## ADMINISTRATIVE SERVICES DEPARTMENT

ACCOUNTING • OMB • IT • FINANCE & TREASURY • REVENUE

December 10, 2010

**TO:** DAVE KIFF, CITY MANAGER

**FROM:** Tracy McCraner, Administrative Services Director/Treasurer *CCM*

**SUBJECT:** CITY MANAGER'S NEWSLETTER

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### **HOLIDAY CLOSURE & DELIVERIES**

The Purchasing and Central Warehouse staff will be participating in the Holiday City Hall closure taking place December 24-31, 2010. The direct result of this closure is a closure of the Central Warehouse from 3:30 PM on Thursday, December 23, 2010 through Friday, December 31, 2010.

We strongly suggest that all employees and crews plan ahead and pick up any needed items from the Central Warehouse before December 24, 2010. In the event of an emergency, we will be on call to issue any needed items.

Departments that depend on the Central Warehouse to receive deliveries should instruct their vendors to arrange shipments to arrive prior to December 24, 2010 or wait until January 3, 2011.

### **IRS STANDARD MILEAGE RATE CHANGE**

Beginning on January 1, 2011, the standard mileage rate for the use of a car will be 51 cents per mile for business miles driven. Reimbursements submitted in 2011 for mileage driven in 2010 need to use the 2010 rate of 50 cents per mile. If you have any questions, please contact Accounts Payable staff.

### **REVENUE WORKSHEETS**

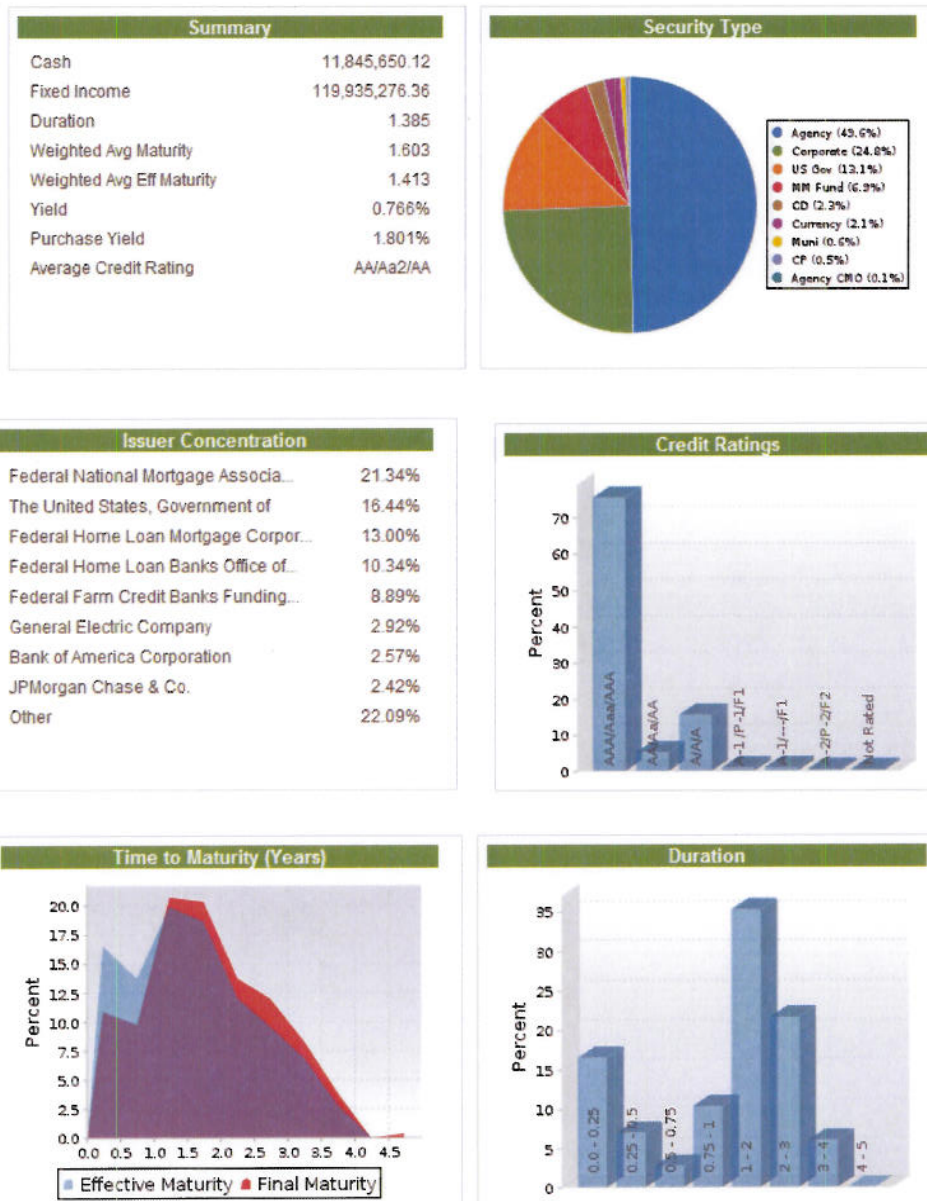
Revenue worksheets were emailed to departments this week. They are due back by December 17th and they are as important as they've ever been! Please review them closely and update FY 2010-11 estimates and add FY 2011-12 estimates. We rely on the departments to provide us with information regarding their revenue accounts since we might not be aware of certain trends, conditions, unusual timing, etc. Administrative Services is closely monitoring property tax, sales tax and transient occupancy tax.

### **TREASURY STREAMLINING**

Continued efforts to streamline our treasury operations are underway. As was previously reported, custodial banking arrangements for investments were consolidated under Bank of New York in November. As part of this transition, the City will have greater



consolidated visibility and analytical capabilities of the City's managed investment accounts including summary level reporting of investment accounting, compliance, risk and performance monitoring. A small sample of the aggregated data is included below:



Proposals from the City's current investment managers are also being reviewed by staff to further streamline operations and reduce fees while preserving the safety and security of the City's investments. Staff plans to complete the analysis of the proposals and present recommendations to Finance Committee and Council in January/February.

### **GAS COMPANY REBATES**

Our Gas Company representative was here this week and mentioned that there are several rebates available when we replace water heaters, dishwashers, etc., with energy efficient models. Attached is a link to the rebate section of their website: <http://www.socalgas.com/rebates/>. If you purchase eligible equipment, please make sure you apply for the rebate. You can contact Accounts Payable if you need any assistance. The rebates can be as much as \$1,000!

### **TRANSIENT OCCUPANCY TAX (TOT)**

When visitors stay in Newport Beach hotels, guests pay a 9% transient occupancy tax (TOT) plus a 1% visitor's service fee. There are exemptions to the TOT which includes diplomats, employees of foreign governments on official business, guests who enter into a qualifying rental agreement prior to the first day of occupancy (they'd typically have to stay for over 31 consecutive days at the hotel), federal credit union employees traveling on federal credit union business and employees of airline companies occupying a hotel room in the course of their employment, if the room is rented by the airline employer pursuant to a qualifying rental agreement. The Newport Beach Municipal Transient Occupancy Code is available online through a link available on the City website or at <http://www.codepublishing.com/CA/NewportBeach/>.

The top five hotels generating TOT here in the city are the Fairmont Hotel, Hyatt Regency Newport Beach, Island Hotel, Marriott Newport Beach Hotel & Spa, and the Resort at Pelican Hill.





## BUILDING & PLANNING DEPARTMENTS

To: Dave Kiff, City Manager  
From:  Joel Fick, Interim Community Development Director  
Subject: City Manager's Newsletter  
Date: December 10, 2010

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### **Planning Department**

#### ***Economic Development Update***

Economic Development staff is busy assisting with the following holiday events:

- Balboa Village Christmas Tree Lighting: Saturday, December 4. Located in the public parking lot at the corner of Balboa Boulevard and Palm Street, this event featured Santa, carolers, and Council Member Henn as the Master of Ceremonies.
- Balboa Island Christmas Tree Lighting: Sunday, December 5. Located at the Marine Avenue Fire Station, this event featured Santa, snow, carolers, and refreshments.
- 32<sup>nd</sup> Annual Corona del Mar Christmas Walk: Sunday, December 5. This event featured entertainment, food, prizes and games in the village and the individual businesses of Corona del Mar.
- 14<sup>th</sup> Annual Balboa Island Holiday Home Tours: Sunday, December 12 from 11:00 a.m. to 4:00 p.m. Visit the Marine Avenue merchants for holiday shopping and refreshments. For ticket information, visit [www.balboa-island.com](http://www.balboa-island.com)
- 102<sup>nd</sup> Annual Christmas Boat Parade: December 15 through December 19, beginning at 5:30 p.m. each night. Fireworks show on December 19 begins at 9:00 p.m. For parade route information, visit [www.christmasboatparade.com](http://www.christmasboatparade.com)



### ***In Plan Check***

Earlier this year, the Planning Department approved applications to allow the substantial remodel/reconstruction of the former *Dolce Restaurant* located at 800 W. Coast Highway. The new restaurant will be occupied by *Pizzeria Mozza*, and plans have been submitted to obtain building permits. To assist in streamlining the plan check process for the project, staff from the Planning, Building and Public Works Department met with the applicant/architects to review the first round of corrections to the plans and answer any questions. The corrected plans are anticipated to be submitted next week, and if all goes well, building permits should be issued in early 2011.

Staff is reviewing the building plans for Our Lady Queen of Angel's new church at 2100 Mar Vista Drive. The project is part of an eight-phase school/church expansion. This phase consists of a 1,170 seat sanctuary with a 90-foot-high tower with a cross and a new 244 parking space parking lot.

### ***Student Aide Recruitment***



The Planning Department would like to congratulate Shana Floto for being selected as our new Student Aide. Shana was formerly an intern with the Department and her enthusiasm, dedication, and hard work were attributes that made her the best candidate for this position. Shana will continue to play a major role in the department's document archiving program and will be assisting staff with public notice postings, Planning Commission packet deliveries, and various research assignments. She will be working for the department two days a week while pursuing a degree in Geography at California

State University Long Beach. Staff looks forward to working with Shana on expanding her GIS skills and broadening her knowledge in the planning profession.

### ***New Applications***

- A modification permit application was submitted to allow a second story addition to an existing mixed-use building at 101 15th Street to encroach into a side setback. (*Ruth Whitacre Trust*).
- A comprehensive sign permit application was submitted for a commercial building at 2865 E. Coast Highway. (*Port Plaza*).

- A modification permit application was submitted to allow an addition to an existing single-unit residence to encroach into required setbacks. (*1106 E. Balboa*).
- Use permit and modification permit applications were submitted to allow the construction of a senior accessory dwelling and to allow a new garage to encroach into the front setback. (*Pemstein Granny*).
- A modification permit application was submitted to allow an addition to an existing second floor deck to extend into the rear setback at 440 Mendoza Terrace. (*Sanner*).
- A use permit application was submitted to allow the expansion of an existing eating and drinking establishment at 3011 Newport Boulevard. (*Malarky's Irish Pub*).

### **Quick Hits**

- Staff from the Planning Department and Office of the City Attorney met with the new hearing officer appointed by City Council. Judge John C. Woolley is a retired California Superior Court Judge, and has been retained to hear Title 20 matters on behalf of the city.
- A real estate appraiser submitted a Quest inquiry regarding the property located at 4200 Campus Drive. The appraiser requested any information regarding permits and the conditions of approval for those permits allowing the operation of a vehicle rental facility. Staff responded within an hour and provided the appraiser with a copy of the resolution and its conditions. A follow-up email was sent to staff requesting clarification on a parking requirement. After addressing his questions, the appraiser thanked staff for the attention paid to his inquiries.
- Staff met with representatives of Verizon Wireless regarding an existing telecom facility located on an existing building at 3388 Via Lido. This building is slated for a major remodel and the existing telecom facility will need to be removed during the construction. In order to provide continued wireless coverage in the area, Verizon is looking for an alternative location to relocate the telecom facility on a temporary basis at 3355 Via Lido. Staff offered suggestions and discussed different temporary facility design options with the Verizon representatives that would be the least obtrusive while still meeting the design criteria and standards of the Telecom Ordinance.



- A late evening Quest inquiry was submitted by a customer who wanted to know if there were any open violations for several addresses on the 800 block of Newport Center Drive. Staff forwarded the inquiry to Code Enforcement who responded to the customer within an hour notifying them there were no open violations on any of the addresses provided.
- Staff received an inquiry from an entrepreneur wanting to sell fresh organic juices from a re-locatable trailer that would cater to cyclists on Coast Highway. The trailer would be located within the Five Crowns parking lot when the restaurant is not open for business. Staff had to inform the project proponent that the proposed use would not be allowed due to a provision in the Municipal Code that prohibits portable food stands and street kitchens within the city unless they cater to the employees of the business.

### ***Kudos to Staff***

*"I'd like to express my sincere appreciation for Katie Bowden who works in your department. She has repeatedly been extremely helpful assisting me to navigate City regulations and processes. I am working to open a new business in Corona del Mar, and as a newcomer to the City's requirements, Katie has been a lifesaver. I tremendously appreciate her patience to explain requirements and to help me sort through various city logistical steps. As well Katie is always very professional, responsive, and represents the City of Newport Beach in a positive light.*

*My experience with the City has been very favorable, and I sure appreciate Katie's support with my business endeavors. I hope you will share my positive words and thanks with Katie."*

John Bennett

### **Building Department**

#### ***Green Building Code Training***

The Building Department plan check and inspection staff received training last week on the new "Green Building Code" from Charles Russell of VCA who provided training on behalf of the California Energy Commission. This session addressed the residential provisions of the Green Code. Mr. Russell will return next week to discuss the commercial provisions of the Green Building Code. This new state mandated code will go into effect on January 1, 2011.



### ***Significant Projects***

- Senior Building Department staff provided a preliminary code review for a project to remodel an existing five-story, 20,000 sq. ft. building and change use of the top three stories from office to two dwelling units. *(3388 Via Lido)*.
- Drawings have been submitted into plan check to demolish an existing church and school buildings and build a new 20,000 sq. ft. church on the site. Construction valuation is estimated to be \$7.5 million. *(New church at 2100 Mar Vista Drive)*.

### ***Customer Activity***

Customer activity was robust at the permit counter during November with 1,491 customers served. This number is higher than the number of customers served during November 2009 and 2008 which were 1,328 and 1,177 customers respectively.

### ***Public Comments***

The Building and Fire Departments held a public meeting on December 2, to solicit public comments on the proposed amendments to the California Building and Fire Codes. Email invitations were sent out to 180 local architects, engineers, and builders. Sixteen interested professionals attended the meeting where staff described and discussed noteworthy amendments. Attendees participated by asking for clarification and providing helpful comments. No amendments were requested to be deleted or removed from consideration. Attendees were appreciative of the opportunity to view the proposed amendments and provide comments. The following day, December 3, a letter from the Building Industry Association, Orange County Chapter, was received in support of the proposed local amendments package. Staff plans on returning to City Council in the near future for consideration of the proposed local amendments.



**Newport Beach Fire Department  
Office of the Fire Chief**

DATE: December 10, 2010  
TO: Dave Kiff, City Manager  
FROM: Mike Morgan, Fire Chief  
SUBJECT: CITY MANAGER'S NEWSLETTER

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**Outdoor Emergency Warning Sirens**

Monday, December 6, was the official launch of our new Outdoor Emergency Warning Sirens. Mayor Curry, Council Members Henn, Rosansky, Webb, City Manager Dave Kiff and the rest of the project team, gathered at the Veterans Memorial Park at 15<sup>th</sup> Street for the official "ribbon cutting." Mayor Curry did the honor of manually activating the siren for several seconds. The siren at 15<sup>th</sup> Street is one of three sirens strategically placed in the low-lying areas of the City. The other sirens are located at West Jetty Park/Wedge, and at West Newport Park, near 60<sup>th</sup> Street and Seashore.



The need for an outdoor siren system started in June of 2005, when the California Coast received a Tsunami Warning. Thankfully a tsunami never reached our shores, but it started the conversation on how we would warn residents, tourists, and businesses of a tsunami, a gas leak or any type of emergency. After careful consideration and testing many warning systems, the City Council approved the purchase of three outdoor warning

systems in June of 2008. The project then went to the Coastal Commission for final approval. In October 2010, construction and installation began. We did two mass mailings to about 24,000



properties within the siren zone to give residents and businesses information about the project and City contacts and phone numbers. We also sent out news releases, posted information on Facebook, and Council Member Henn gave project updates and announced the installation at council meetings.

The siren activation button and system is located in the Police Department since they are the City's Primary Safety Answering Point (PSAP). The sirens will be tested the first Friday of each month at noon.

### **CERT Awarded Pacific Life Grant**

The Newport Beach Fire Department CERT program was awarded a 2011-2012 Pacific Life grant for \$7500. The Pacific Life grant will be used to supplement CERT advanced training classes such as Shelter Management, HAM Radio communications certification, Mutual Aid class, CPR class and advanced disaster medical operations classes. This is the third year in a row that the Newport Beach CERT program has been selected to receive the grant. The Pacific Life BERT (Business Emergency Response Team) is one of the most active business-related emergency response groups in Newport Beach and frequently participates in CERT training.

### **Volunteer Management Trailer**



The City of Newport Beach Volunteer Management trailer is almost completely operational. The trailer and all related equipment were purchased with a \$31,500 UASI grant. CERT and RACES volunteers



have been very busy over the last few weeks getting all the communications equipment set-up in the trailer. The trailer is equipped with two laptops, a printer/copier/fax machine, an AED, tables/chairs, two EZ-ups, and a host of communications equipment. The trailer was used at the city-wide Emergency Operations Center drill and at the CERT "Drill the Skills" day.

### **Lifeguards –USLA Approved**

The Newport Beach Lifeguards were approved by the United States Lifesaving Association (USLA) for meeting their recommended standards as an advanced lifeguard agency. The lifeguards demonstrated adherence to nationally recommended guidelines for open water lifeguard agencies promulgated by the USLA. The USLA is committed to providing a superior level of public safety in the open water environment. The Newport Beach Lifeguards have proven to be compliant and committed to providing the superior level of public safety that the USLA promotes. The certification is good through November 2013.

### **Spark of Love Toy Drive**

The toy drive is in desperate need of toys this holiday season. The toy warehouse, which is staffed by volunteers, is ready to fill orders for toy distribution but is in dire need of new unwrapped toys and gift cards. With the poor economy and people without jobs, the need for toys this year is up dramatically.

“Last year, we had a need for toys at the warehouse,” said Dee Azevedo, Toy Warehouse Manager. “This year is turning out to be the same way. We have approximately 207 orders to fill, which means we need 286,972 toys to complete our orders before December 24<sup>th</sup>. It’s a large endeavor to receive approximately 16,822 toys per day. So, we are asking the public while they are out holiday shopping to think about donating toys for those less fortunate children.”

The Orange County Toy Collaborative combines the efforts of the Orange County Firefighters’ *Spark of Love* toy drive, the U.S. Marine Corps’ *Toys for Tots* program, Orange County Social Service Agency’s *Operation Santa Claus* program and the St. Vincent de Paul holiday charities program. Collectively, these campaigns receive and distribute more than 300,000 toys annually for needy children and families throughout Orange County.





## HUMAN RESOURCES

### CITY MANAGER'S NEWSLETTER

DATE: December 10, 2010

TO: Dave Kiff, City Manager

FROM: Terri L. Cassidy, Director of Human Resources

SUBJECT: News from HR and Risk Management

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#### ALLIANT INSURANCE SERVICES APPROVED AS CITY'S PROPERTY AND CASUALTY BROKER OF RECORD

The City purchases a broad range of property and casualty insurance coverage to protect its assets through a licensed broker in the State of California. This coverage includes all Risk Property (including Boiler and Machinery), Earthquake & Flood, Crime, Fiduciary, Watercraft, Excess Workers Compensation, Excess General and Pollution Liability and oil well bonds. In addition to being a full service City, Newport Beach has additional exposures with its beaches, oil wells, reservoirs and protected wildlife and lands. A Request for Proposal (RFP) for broker of record services was completed and Alliant Insurance Services ranked highest. We are looking forward to working with Alliant on our upcoming renewal process, as well as, working together to enhance the City's internal risk management program.

#### CIVIL SERVICE BOARD – DATE CHANGE FOR JANUARY 2011 MEETING

At the December 6, 2010 Civil Service Board Meeting, the Board Members approved to change the regularly scheduled January 2011 meeting to **Monday, January 10, 2011**.

### TRAINING – FIREFIGHTERS' PROCEDURAL BILL of RIGHTS ACT

The City co-hosted a successful Firefighters' Bill of Rights (FBoR) workshop, Tuesday, December 7, with 65 attendees at Newport Coast Community Center. Human Resources Staff Members, Fire Management and Labor Representatives had the opportunity to meet their peers from neighboring Orange County cities while gaining valuable knowledge of the FBoR. Presenters Richard Kreisler of Liebert Cassidy Whitmore (Management Attorney) and Christopher Platten of Wylie McBride Platten & Renner (Labor Attorney) provided attendees the opportunity to learn firsthand from two experts in the field, including one of the authors of the Act, about the provisions of the FBoR and current legal trends.

*Happy Holidays to all our Council and Board Members, City Staff and their families  
from the members of the Newport Beach Human Resources Department!*







## LIBRARY SERVICES DEPARTMENT

### Library – Cultural Arts



December 10, 2010

**To:** Dave Kiff, City Manager  
**From:** Cynthia Cowell, Library Services Director  
**Subject:** City Manager's Newsletter

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### **Library Services**

#### **Holiday Events at the Library**

'Tis the season here at the library – for lots of holiday fun! Last Sunday, the Corona del Mar Branch hosted an Open House with over 450 visitors enjoying refreshments, crafts and magic shows. The event was held in conjunction with the annual CDM Christmas Walk. This Saturday both the Central Library and Mariners Branch will be packed with families for the Holiday Puppet Shows. Always a big hit, shows will be held at 1pm and 2pm at the Central Library and at 3:30pm at Mariners. To get in the spirit, we had our own staff Holiday Party last Friday at Mariners. It was great to see the staff and their families join in the fun.



#### **Expansion Project Begins**

Library staff has been busy consolidating books and rearranging displays to accommodate the construction wall that is scheduled to go up next week. That will begin the first phase of the library expansion and creation of the bridge connecting the Central Library to the Civic Center Plaza. We are busy preparing signs, a website page, brochure and other marketing tools designed to let our customers know about the expansion plans and all the added benefits. We have also designated committees to work on Pre-Construction and Post-Construction Space Planning, Popular Library Reorganization, Customer Relations, Technological Enhancements, Multimedia Lab Planning and other areas impacted by the project.



#### **Fundraising for Literacy**

Literacy Services received a check for \$7,500 from The PIMCO Foundation this week to help fund programs and materials for adult learners working to improve their English reading, writing and communication skills. Literacy Services also worked at the Barnes and Noble Book Fair on Thursday in hopes of raising additional funds through the Book Fair's program for non-profit organizations. A percentage of the sales accompanied by Literacy's voucher number will be donated to the program.

#### **Amazon.com via the Library Website**

The library also gets a boost this holiday season from buyers who purchase on Amazon.com using the link on the Library website at [www.newportbeachlibrary.org](http://www.newportbeachlibrary.org). So if you are planning to buy anything through Amazon.com, make sure you link up through the library.



## **Cultural Arts Services**

### **Santa Claus has arrived... at Central Library...!**

Both children and adults have been admiring the Santa Claus collection provided by Library Services Director, Cynthia Cowell in the display cases at Central Library. Cynthia has collected these wonderful icons throughout her lifetime. Most of the Santa's in her collection were produced in the United States. Staff had heard a designer from "Neiman Marcus" note that the true test of whether a display is appreciated is to see how many nose prints show up on the glass. If that is any indication, these displays are very much appreciated by the Newport Beach community!



### **Newport Beach Sister City Association**

On Friday, December 10 (8am) the Newport Beach Sister City Association will be celebrating the holidays with their annual recognition breakfast at Five Crowns Restaurant. The cost is \$20 per person and entertainment will be provided by Harbor View Elementary School. Additionally, in the spirit of the season, attendees are asked to bring gift cards for Target or K-Mart for The Orange Coast Interfaith Shelter.

### **Newport Beach Arts Foundation/Arts Commission**

On Friday, December 10 at 7pm the Newport Beach Arts Foundation will hold a fundraiser at the Newport Theater Arts Center located on Cliff Drive to see "Killjoy" by Jerry Mayer. Also, on December 15, the Foundation and the Arts Commission will celebrate together at the Eastbluff Clubhouse from 6-10pm for their traditional Holiday/New Member Party. Past Foundation President, Lila Crespin is coordinating this event.







## MUNICIPAL OPERATIONS DEPARTMENT

December 10, 2010

**TO:** Dave Kiff, City Manager  
**FROM:** Mark Harmon, Municipal Operations Director  
**SUBJECT:** City Manager's Newsletter

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### **Fire Station 3 Improvements**

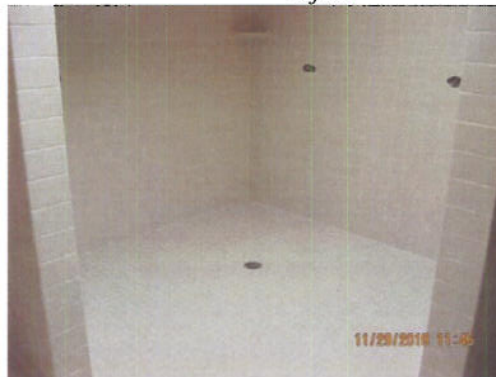
In October, Operations Support took over the maintenance responsibilities for all of the Fire Department's facilities. After receiving a detailed list of repairs for each location, it was evident that Station 3 was our first priority:

- The upstairs shower was installed when the station was built 40 years ago and needed to be replaced as soon as possible.
- The floor and wall tiles were cracked, had deteriorated grout joints, and the waterproof membrane had failed, causing water leaks onto the lower floor. A tile contractor was hired to demo the entire shower area.
- After the demo work was completed, Ricky Scott was responsible for hiring additional contractors to x-ray and core/saw cut through the concrete slab, so the shower drain could be relocated away from the walls. Bad and questionable plumbing parts need to be replaced as well.
- A new black/tar "Hot Mop" water-proof membrane was installed before the tile could be reinstalled.

*Before*



*After*



With the size of this job and the need to work with numerous outside contractors, the project took one month to complete. A great job to all involved during this much needed improvement, and the City should be able to get another 40 years of service out of this facility. General Services Division wants to personally thank all Fire Department staff for their comments, input, professionalism and patience during this process, and apologize for any inconvenience we caused during the month of November. The finished product turned out great!

### **16<sup>th</sup> Street Reservoir Vault Maintenance**

The Water Production Crew performs preventative maintenance activities through the water system during the winter months, including at the four underground vaults at the 16th Street Reservoir. In order to prevent accelerated deterioration of the pipe which could cause future leaks, the Crew removes rust, applies rust inhibitor, and paints the 36" pipes. The Crew has completed preventative maintenance on the first of the four vaults, and is scheduled to complete the three remaining vaults by the end of the year.

### **Broken Irrigation Line Causes Mud Slide**

A mudslide occurred on the slope behind 1309 Dolphin Terrace on Friday November 19 at 7:30 p.m., which deposited dirt and mud on Bayside Drive east of Jamboree. The slide was caused by a broken irrigation line, and duty personnel shut the water off at the unoccupied house.

### **Duty Responders Busy with Water Main Breaks**

Utilities Division crews responded to three separate water main breaks during the weekend prior to the Thanksgiving Holiday:

- On Saturday at 11:00 p.m., the first of three six-inch 1962 Asbestos-Cement pipe water main breaks started on St. James Place, followed by Cliff Drive and then Clay Street. Wastewater, Water Maintenance & Repair, and Water Production crews worked until 6:00 p.m. Sunday to finish the repairs and cleanup.
- Later on Sunday, a fourth water main break on Clay Street was reported, repaired, and cleaned up by 7:00 a.m. the following morning.
- On Wednesday, a fifth water main break was reported on Clay Street. Crews made the repairs and service resumed in the early morning hours.
- A sixth water main break was reported at 4:00 a.m. Thanksgiving morning. Water service was restored by 9:00 a.m.



Base paving, prior to the slurry coat, was completed on December 1<sup>st</sup> at all six sites.

### **Annual Christmas Tree Recycling Program Change**

This year the Christmas tree recycling program will change. For the past seven years, the Refuse Crew utilized a separate collection vehicle to pick up Christmas trees. Once at the Corporation Yard, West Coast Arborists (WCA) chipped the collected material for mulch.

This year, residents will have their Christmas trees collected with their regular refuse trucks, and the trees will be recycled at the materials recovery facility (MRF) by CRT. There are several benefits to the new program. By not utilizing separate collection vehicles or crews to sort the Christmas trees, the Refuse Division will be able to reduce overtime hours and realize about \$3,000 in savings from fees charged by WCA. Residents adjacent to the Corporation Yard will notice the absence of noise that normally comes from the chain saws and chippers which processed about 70 tons of material last year.

### **40-Foot Geyser on Jamboree Courtesy of a Traffic Accident**



On November 20, the fire hydrant on Jamboree Road at East Coast Highway was hit in a traffic collision, causing a 40-foot geyser. Duty personnel responded to assist the Fire Department shut down the valve and transport the fire hydrant to the Utilities Yard for repair or replacement.

### **Beach Bin Trash Service Proposals Are In**

In mid-November, five haulers submitted proposals in response to the City's request to contract the collection of trash from the 168 bins on the beach. Last week, Rainbow Disposal was invited to demonstrate their equipment and has been selected to participate in the pilot phase, which consists of servicing beach bins from the Santa Ana River Jetty to Newport Pier. Pending Council approval, Rainbow Disposal will begin the pilot phase in late January.



### **MMASC Awards and Installation Luncheon**

Administrative Analyst Maurice Turner was recognized for his second year of service as Orange County Region Co-chair at the annual MMASC Awards & Installation Luncheon. This year the luncheon was held at the USC Galen Center. Keynote speaker Gordon Graham shared his advice on utilizing the "Five Concurrent Themes for Success" and how risk can be eliminated, avoided, shared, controlled or transferred.

Maurice will take on an executive role in MMASC as Secretary throughout next year.

### **Streetlight Bulb Replacement – Job Well Done!**

Electrical staff received a letter from a resident who recently reported two streetlights out and appreciated that the bulbs were replaced the next day.

Stuart B. Macfarland, CFP®  
1133 Berkshire Lane  
Newport Beach, CA 92660  
Tel (949) 645-5788  
Fax (949) 646-8192



November 16, 2010

Mr. David Kiff  
City Manager  
City of Newport Beach  
3300 Newport Blvd.  
Newport Beach, CA 92663

Dear Dave,

Last Sunday on an evening walk with my wife and dog we noticed two streetlights were out. One happened to be in front of my house and the other was at the entrance of our community. On Monday morning I called the Utilities Department to advise them and see about a bulb change.

Tuesday evening we decided to take the same route. Much to my amazement, BOTH were working again. The next day!

I just wanted to let you know that the small things do make a difference and are noticed by the public. Thanks to you and your staff for the great work and keeping our standards in Newport Beach at the highest level.

Best regards,

  
Stuart B. Macfarland

Cc: George Murdoch



## NEWPORT BEACH POLICE DEPARTMENT

December 10, 2010

**TO:** Dave Kiff, City Manager  
**FROM:** Jay R. Johnson, Chief of Police  
**SUBJECT: NEWSLETTER**

### Citizens' Police Academy Graduation

Please join me in congratulating the 28 graduating students of the 28th Citizens' Police Academy, who completed their Program this past week. A graduation ceremony was held on Thursday, December 2, at the Newport Beach Public Library. The Program is conducted twice a year at the Police Department, and



classes are held one evening each week for 12 weeks. The students learn firsthand the inner-workings of the Police Department and also have the opportunity to apply for the Police Department's Volunteer Program upon graduation. As of this week's graduation, the Citizens' Police Academy has successfully graduated over 600 participants. We were pleased to have City Manager Dave Kiff, Civil Service Board Members Mickey Dunlap and Hugh Logan, and former Civil Service Board Member Doug Wood.

The 29<sup>th</sup> session of our Citizens' Police Academy Program will begin on January 27, 2011, and will conclude on April 14, 2011. This class is open to all adults in the City over 21 years of age, and we are currently accepting applications. The 10<sup>th</sup> session of the Teen Police Academy Program will begin on June 30, 2011, and will conclude on August 11, 2011. This class is open to all teens in the City between 13 and 17 years of age. More information can be obtained by contacting the Community Relations Unit at (949) 644-3692 or by logging onto the Department's web site at [www.nbpd.org](http://www.nbpd.org).



## DUI Checkpoint

On Thursday, December 16, the Police Department's Traffic Division will conduct a sobriety/driver's license checkpoint in an effort to reduce the number of DUI's and unlicensed drivers on the road. The checkpoint will be located in the northbound traffic lanes of Jamboree Road at Santa Barbara Drive. While checkpoints do not necessarily produce dramatic increases in arrests, they do provide a strong educational and deterrent influence on the motoring public.



Sobriety checkpoints are established to ensure the public's safety and reduce the number of alcohol-impaired drivers on the roadways in our community. During our last sobriety/driver's license checkpoint, a total of 2,216 vehicles passed through, of which 770 vehicles were actually screened for driving under the influence of alcohol. Of the 770 vehicles detained, 13 were administered Field Sobriety Exams, and six were arrested for driving under the influence of alcohol and booked at the Police Department's jail. In addition to the six arrested for DUI, 21 citations were issued, and 11 vehicles were towed. Part of the screening process includes the distribution of an educational brochure on "Driving Under the Influence (DUI)," prepared by the Traffic Division. Funding for the checkpoint is provided by a grant from the California Office of Traffic Safety (OTS), through the National Highway Traffic Safety Administration.

## Curfew Violator Crackdown

Beginning Friday, December 17, 2010, and throughout the school holiday vacation period, the Newport Beach Police Department will conduct concentrated enforcement against juvenile curfew violators. This is in response to a recent increase in theft-related crimes committed during nighttime hours by juvenile subjects. The City Curfew Ordinance prohibits any person under the age of 18 from loitering in public streets, alleys, and other public places between the hours of 10 p.m. and 6 a.m. It is the Police Department's intent to enforce this law as a means to reduce crime while at the same time protecting juveniles from potentially becoming crime victims themselves.

The Newport Beach Police Department will continue to actively enforce this Ordinance for the safety of our youth and to discourage improper behavior.

Additional information regarding the City's Curfew Ordinance can be found at [www.codepublishing.com/ca/newportbeach](http://www.codepublishing.com/ca/newportbeach).

Jay R. Johnson  
CHIEF OF POLICE



# PUBLIC WORKS DEPARTMENT

## City Manager's Newsletter

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To: David A. Kiff, City Manager  
From: Stephen G. Badum, Public Works Director  
Date: December 10, 2010

A handwritten signature in blue ink, likely belonging to Stephen G. Badum, the Public Works Director.

### **APWA to Honor River Avenue Improvement Project**

The project officially known as: Coastal Access & Pedestrian Circulation Improvements – River Avenue Sidewalk (aka: River Avenue Project) has been recognized by the American Public Works Association (APWA) as a 2010 B.E.S.T. (Building Excellence Shaping Tomorrow) Project of the Year Award from its Southern California Chapter (see attached letter). An awards ceremony luncheon will be attended on Thursday, December 9, 2010 by staff and Marie Marston of Civil Works to accept the award on behalf of the City of Newport Beach.

Each year APWA accepts nominations from the 1400 members of the Southern California Chapter covering the Los Angeles, Orange, Riverside, and San Bernardino counties. The purpose of the award is to celebrate outstanding projects and to share innovative ideas with the rest of the association.



As mentioned in previous newsletter articles, this project took a fresh approach to improving sidewalk access and circulation for pedestrians in an area that was notorious for substandard walkways. In the past, pedestrians were often forced to walk in the street to bypass parked cars or non-existent walkways in order to travel down the street.

This project accomplished several things, in addition to improving sidewalk usability the eastbound lane was narrowed to allow for the width of the sidewalk to be increased from four to six feet. The additional right-of-way allowed the existing non-conforming driveways to be lengthened so that vehicles could be legally parked without blocking pedestrians and created larger parkways which were planted with drought resistant landscaping and canopy trees. Curb access ramps were also added or updated in this project to comply with current ADA standards.

The project team was lead by Patrick Arciniega under the supervision of Mike Sinacori and construction assistance by Mike St. Clair and Mark Puglisi. Special thanks to the Municipal Operations Department, Dan Sereno, Kevin Pekar and Tom Diaz.

The community has been extremely pleased with the results as they now have a safe and beautiful pedestrian-friendly path down River Avenue.



## **Outdoor Emergency Siren System – Inaugural Test**

On December 6, a small ceremony was held at Veteran's Park to officially launch the Outdoor Emergency Siren System. Following a few brief words and cutting the ribbon, the mayor stepped up the ladder and activated the siren for a quick low blast. Control of the system will be handed over to the Police Department to perform the monthly testing (on the first Friday at noon effective January 7, 2011) and trigger as needed in the event of an actual emergency. While the project experienced some delays obtaining proper permitting, the construction / installation was performed on schedule and within budget. Thank you to the project team of Bob Stein, Greg Cohrac, Katie Eing, and Matt Brisbois.

## **San Miguel Drive Widening Successfully Completed**

The widening of San Miguel Drive between Avocado Avenue and MacArthur Boulevard was completed six weeks ahead of schedule. On November 30, the mayor and several council members joined Dan Miller from The Irvine Company and project staff to mark the success of this project. With traffic steadily flowing, Mayor Curry made a brief speech and cut the red ribbon to officially open the improved intersection.

The project added a third left-turn lane onto northbound MacArthur Boulevard. This addition allows more vehicles to clear through the intersection during busy commuter hours. In order to widen the street, all utilities and structures along San Miguel needed to be relocated to gain the additional 10 feet of roadway. This included the Fashion Island monument sign, palm trees, irrigation, storm drain, water, sewer, and various other utility companies' facilities. The constraints of the



work area, and the high volume of daily traffic, made this major roadway improvement a challenge at times. To help minimize the impact to the public, the contractor performed some of the improvements at night and on weekends. The project also required careful coordination with The Irvine Company, RBF (project designers), and C.W. Driver's ongoing efforts with the new Civic Center. Fong Tse and Mike St.Clair successfully orchestrated all elements of the project and brought it in early and within budget.

## **Second Quarter Exceeds Performance Measurements**

With the City Council taking its final actions for the month on December 6, we closed the second quarter of our CIP project performance measurements and are proud to report our goals have been exceeded:

<u>Performance Measurements</u>	<u>Goal</u>	<u>Actual</u>
Project's Completed (value \$1,141,381)		
within two months of baseline schedule	85%	100%
within awarded contract value, plus 10%	95%	100%
Project's in Construction (value \$20,716,026)		
within two months of baseline schedule	85%	95%
within awarded contract value, plus 10%	95%	100%

I would like to thank the Public Works team and the numerous other City staff members who contribute their time and expertise towards the success of the Capital Improvement Program.

### **Rhine Wharf and Public Dock Grand Opening Celebration**

The Mayor, Members of the City Council and the Harbor Commission celebrated the grand opening of the Rhine Wharf public dock on November 23<sup>rd</sup>. This project included rebuilding a portion of the wharf as well as adding a new public dock which will allow boaters access to this part of the harbor. The Public Works team members were Frank Tran, Marcus Puglisi, Shannon Levin and Chris Miller.







November 1, 2010

Keith Curry, Mayor  
City of Newport Beach  
3300 Newport Boulevard  
Newport Beach, CA 92658-8915

Dear Mayor Curry,

***Congratulations!*** The City of Newport Beach has been chosen to receive a **2010 B.E.S.T. APWA Project of the Year Award** from the Southern California Chapter of the American Public Works Association (APWA). This award is for the following project:

**River Avenue Pedestrian Coastal Access Improvements - Transportation**

APWA is the professional association of Public Works leaders throughout the United States and Canada. The Southern California Chapter covers Los Angeles, Orange, Riverside and San Bernardino Counties and there are over 1,400 members in the Chapter. The purpose of the Chapter's awards program is to recognize public agencies for their outstanding projects and programs, and to share the wealth of good ideas.

The 2010 awards ceremony and presentation will be held at the APWA Southern California Chapter's 11th Annual Awards Luncheon on:

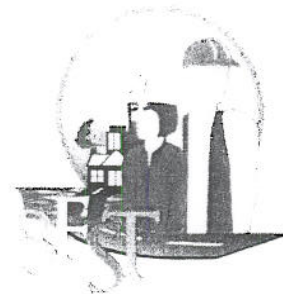
**Thursday, December 9, 2010  
11:15 a.m. – 1:45 p.m.  
The Centre @ Sycamore Plaza**

We hope that you and your staff will attend this important event to receive your plaque personally. Attached is a reservation form with additional instructions. You may also wish to reserve a display table for showcasing information or photos of your worthy project.

Congratulations again and we look forward to recognizing your accomplishment.

Sincerely,

  
George Alvarez, P.E.  
President  
Southern California Chapter  
America Public Works Association



cc: David Kiff, City Manager  
Stephen Badum, Director of Public Works  
Patrick Arciniega, Senior Civil Engineer ✓





To: Dave Kiff, City Manager

From: Laura Detweiler, Recreation & Senior Services Director

Date: December 10, 2010

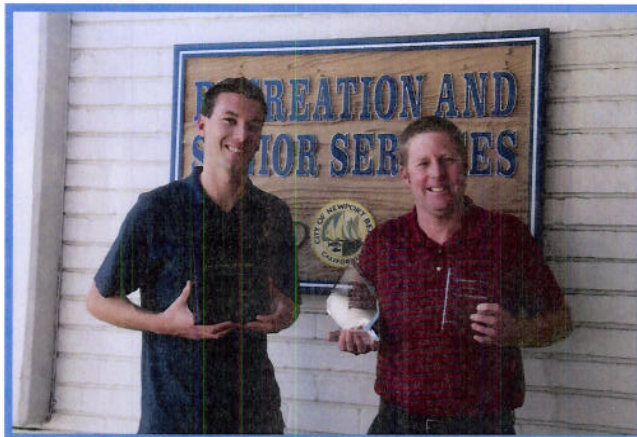


### WINTER WONDERLAND – DECEMBER 4

Tis' the season to take out scarves and mittens, snow boots, and sleds for snow is landing in Newport Beach! The 22<sup>nd</sup> Annual Winter Wonderland Event was held Saturday, December 4 from 10:30am to 1pm at Bonita Creek Park. Festivities included sledding, holiday crafts, games, train rides and more! Orange County school bands and City contract instructors performed on stage and Santa made a special appearance via the City fire engine. Wristbands were \$5 for access to the snow areas, train rides and bounce houses for children ages 4 and up.



### RECREATION RECEIVES TOP AWARDS!



At Southern California Municipal Athletic Federation (SCMAF) – Orange County Awards & Installation Luncheon held November 18 at the Anaheim Sports Center, Recreation Division scored big! On hand to witness this big event was Director Laura Detweiler, Manager Janet Cates, Supervisors Scott Williamson and Jonathon Harmon, and our newest SCMAF member, Assistant Recreation Coordinator Angela Ernst.

Long-time SCMAF member Scott Williamson was presented with an *Appreciation Award* in recognition of his many valuable contributions to SCMAF-OC over the years. In addition to serving on

three committees this year, including SCMAF Institute, the Flag Football Tournament and the Track & Field Meet, Scott has also been known as the "Voice of SCMAF" for the past 15 years, announcing track & field meets, meetings, and awards & installation events, and even SCMAF's 60<sup>th</sup> anniversary celebration.

Albeit only a member for the past 3 years, Jonathon Harmon has made a big impact on SCMAF-OC. In recognition of his service and dedication, the organization presented him with an *Outstanding Service Award* for 2010. Jonathon chaired both the Track & Field Meet and the Flag Football Tournament this year, along with serving as the SCMAF-Orange County Board of Directors as the 2<sup>nd</sup> Vice President.

In addition to recognizing these two individuals' outstanding service, SCMAF-OC also named the City's Recreation Division as the *Outstanding Agency of the Year* for our support and dedication to SCMAF's goals and objectives! From providing facilities for official's training and tournaments to providing staff support and participation in many events, Newport Beach has outshone them all! While Scott's and Jonathon's awards are already proudly displayed on their office walls, this prestigious agency award is on the counter in the Recreation office for all to see – stop by and we will gladly brag about it!





### **FLAG FOOTBALL**

The busy and successful 2010 Youth Flag Football season has come to a close. Eight Newport Beach teams took the field one last time the week of November 29-December 3 at SCMAF-OC Tournament. The Youth Sports program sent four strong teams in both the "C" (3<sup>rd</sup>-4<sup>th</sup> grade) and "B" (5<sup>th</sup>-6<sup>th</sup> grade) divisions to represent the City of Newport Beach. The tournament took place at Bonita Creek Park in Newport Beach and Hare School Park in Garden Grove. Lincoln School "B" Team took 1<sup>st</sup> Place!!



### **ACTIVE KIDZ AND PRESCHOOL 101**

Registration is now open! Enrollment for these two popular programs began on November 18<sup>th</sup> and was very successful. The Recreation Department also upgraded the registration software in early November, so it took great coordination and teamwork by Staff to ensure that the children who started the school year weren't inadvertently left behind by the software change.

The Preschool 101 program has sold out again! Mariners and Newport Coast each have 15 three to five year-olds throughout the week from 9am to noon.

Active Kidz registration is also going strong with the Community Youth Center site completely full at 50 kidz! Mariners and West Newport are also very popular, and altogether the program has 120 participants utilizing the afterschool program at our community centers.







### UPCOMING HOLIDAY CAMP

Recreation Leaders will supervise the Winter Recess Camp at CYC for children K-6 from December 20- 23 only. Camp will be closed on Christmas Eve. The 50 participants will have all-day activities planned for them, including games, sports, crafts, and a trip to the library.

### OASIS FITNESS CENTER NEWS

Beginning January 18<sup>th</sup>, the OASIS Fitness Center will be expanding the hours of operation to accommodate the requests of our clientele and membership growth. The new hours are:

Monday-Thursday: 7am-8pm      Friday: 7am-5pm      Saturday-Sunday: 8am-2pm.

Gift certificates for annual memberships and personal training sessions are now available for purchase. Annual memberships are \$100 for residents and \$150 for non-residents. Personal training sessions are \$75 per session for one person, \$125 per session for two people and \$150 per session for three people. Sessions are 1 hour. Gift certificates can be purchased at the Fitness Center desk.

### Quote of the Day

To a happy person, the formula for happiness is quite simple:  
Regardless of what happened early this morning, last week, or last year - or what may happen later this evening, tomorrow, or three years from now - now is where happiness lies.

*-Richard Carlson*

<u>Upcoming Events</u>	<u>Date</u>	<u>Time</u>	<u>Responsible Staff</u>	<u>Phone</u>	<u>Location</u>
<b>Recreation, OASIS &amp; Cmty Centers Closed</b>	<b>12/24-1/3</b>	<b>all day</b>			
<b>Tournament of Roses Parade</b>	1/1	5:45am	Kerran Lakin	644-3151	NCCC
<b>All My Sons</b>	1/21-2/20	8pm	NTAC	631-0288	NTAC
<b>Spring Registration for Classes</b>	3/3	8am	Raquel Valdez	644-3156	All over the City
<b>Camp Expo @ Spirit Run</b>	3/13	5am	Raquel Valdez	644-3156	Fashion Island
<b>CPRS Banquet</b>	3/17	6pm	Matt Lohr	644-3164	NCCC
<b>City Youth Track Meet</b>	4/7	4:30pm	Angie Ernst/Scott W	644-3145	CdMHS
<b>Flashlight Egg Hunt</b>	4/15	6pm	Raquel Valdez	644-3156	Bonita Creek

**"Your First Choice for Connecting People, Play & Programs"**